

PROCUREMENT MANAGEMENT STAFF, OL
WEEKLY REPORT
Week Ending 17 May 1988

1. Status of Tasks Assigned by Senior Management:

a. Centel Business Systems Protest

25X1 A conference had been scheduled in the General Accounting Office for 17 May on the Centel Business Information Systems, Inc. bid protest and the Agency response. The meeting was cancelled by Centel at the last minute and will be rescheduled.

b. Competition in Contracting:

*rpt when
25X1 ready to go
out*
The letters from the OL to each directorate, showing the directorate's competitive activity for the first half of FY 1988 have been prepared and are ready for the Director of Logistics signature. A memorandum was also prepared for the Executive Director reflecting the increase in the Agency's competitive activity since 1987.

2. Major Events That Have Occurred During the Preceding Week:

a. Quick Closeout Procedures

25X1 On 11 May, Chief, Procurement Management Staff (PMS), OL, met with the Procurement Executive and Chief, Commercial Systems and Audit Division (CSAD), OF, to review a draft on Quick Closeout Procedures for a Procurement Note which is to be issued on this subject. The discussion was fruitful and modifications have been made.

25X1

c. CONIF Activity:

25X1 CONIF input 242 contracts and 128 amendments into its system during this reporting period.

SUBJECT: OL/PMS Weekly Report for the Period Ending 17 May 1988

d. Automation Activities

(1) [] is continuing to coordinate with [] Information and Management Support Staff (IMSS), OL, on the implementation of the new schema for the NOMAD database which will consist of procurement personnel assignments, grade, training records, etc. []

(2) [] OL/PMS/CONIF, met with [] OL/IMSS, on 13 May to discuss plans for testing CONIF and other OL systems on 30 May, after the relocation of the [] center. All systems will be closed down at noon on Friday, 27 May, and will be backed up prior to the move. No problems are anticipated. []

e. Government-furnished Property Report

[] has drafted a memorandum for all contract elements, reminding them that their Government-furnished Property Reports are due 10 September. [] is in the process of coordinating it with C/PMS/OL. []

f. Tax Equalization Policy:

[] OL/PMS, prepared memorandums for Logistics and Procurement Law Division, OGC, and OL/IMSS on the evaluation of the Tax Equalization Policy suggestion, submitted to the Agency by AID. []

e. Training Activity:

(1) [] has prepared and submitted his material to L&PLD/OGC for coordination on "Staying Out of Trouble -- Ethics in Government." The skills workshop is scheduled for 9 June. []

(2) [] is attending the MCI course "Advanced Federal Contract Law," during the week 16-20 May. []

(3) [] attended the MCI course on "Contract Terminations" during the week of 9-13 May 1988. []

(4) [] attended the PC Familiarization course given 16 and 17 May. []

(5) [] is attending the "Essentials of Writing" course sponsored by OTE. []

S E C R E T

SUBJECT: OL/PMS Weekly Report for the Period Ending 17 May 1988

f. OL/PMS Daily Activities:

25X1 (1) [] represented the Office of Logistics at
25X1 the Industrial Review Panel meeting on 5 May. Seven cases were
25X1 reviewed for disposition. []
[]

3. Upcoming Events:

25X1 C/PMS/OL will meet with the Procurement Executive, CSAD and
other selected contract managers to review matters of mutual concern
and interest. []

4. Management Activities and Concerns:

25X1 OL/PMS will continue to keep management apprised of any
significant activities or concerns as they arise. []

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